



Program Manager

Kalamazoo Community Mental Health and Substance Abuse Services is seeking a Program Manager with experience working with persons of diverse racial, ethnic, and cultural backgrounds to provide project development and management to new outreach project providing adult psychiatric consultation and care management support to community primary care providers and consultation for patient care. Engage community stakeholders by leading a steering team to develop and vet a plan for direction and implementation. Identify community participants (including primary care physicians, community therapists, community mental health leadership, and local hospital and clinic leadership) who are interested in partnering or participating in this project, acquaint them with project parameters, and oversee ongoing communication between these stakeholders and the Department of Psychiatry.

This manager should ensure consistent understanding and implementation of the services and initiatives within their area of responsibility. The successful candidate will establish and communicate standards and outcomes for measuring efficacy of services, and adjust them whenever necessary. A sound understanding of management processes relative to organizing, planning, implementing, and evaluating along with strong oral and written communication skills are essential for this position. This is a grant funded position through July 31, 2017, with a focus on fund development and sustainability.

A Master's degree in Social Work, Public Health or related field as well as a minimum of five years previous experience working with the identified target population plus three years supervisory experience are required. Prior experience in project management, preferable in the field of collaborative care; track record in implementing large scale projects; successful grant writing history and/or fund development experience. A valid Michigan Motor Vehicle Operator's license is required along with any licensure required by the department, if any.

We offer competitive compensation and fringe benefits, including medical, vision and dental insurance; disability and workers compensation insurance; paid holidays, generous Paid Time Off plan, continuing education, and a defined benefit retirement plan.

Individuals of diverse racial, ethnic, and cultural backgrounds along with bilingual candidates are encouraged to apply. KCMHSAS is an equal opportunity employer that encourages diversity and inclusion among its workforce. We strive to empower people to succeed.

Apply online at www.kazoocmh.org/careers

Physical Requirements / Working Conditions:

Physical Efforts – Job demands include prolonged sitting and standing as appropriate. May occasionally require light lifting up to 25 pounds, stooping, kneeling, crouching, or bending as appropriate. Requires coordination of hands and/or eye/hand/foot.

Working Conditions – Office environment with noise from computers, copy machine, and telephones. Use of video display terminal (VDT) for periods in excess of 30 minutes at a time. Possible eyestrain from extended periods of viewing VDT. May be exposed to bloodborne pathogens, infectious diseases, and parasites. Travel is required throughout the Kalamazoo area and occasionally elsewhere in the State.